

George Culver Community Library Policy

POLICY: Filming and Photography

AUTHORIZED BY: Board of Trustees

APPROVED DATE: 06/10/2024

DATE OF LAST REVIEW/REVISION: N/A

A. Purpose

The mission of the George Culver Community Library is to provide all residents of the Sauk Prairie community with equal and effective access to materials, services, and programs. Public libraries are considered a “limited public forum” under federal law and therefore may reasonably restrict behavior in their buildings, especially when such conduct interferes with the public’s right to enjoyment of the library for its intended purpose or violates the privacy rights of any user of the George Culver Community Library. This policy has been established to govern the use of photographic, digital imaging, or film equipment within the library.

B. Library Use of Photography and Video Recording

The library may take photos, videos, and audio recordings at the library and during any library programs, events, or activities in order to advance the mission of the library. Visitors will be advised through signage that their presence acts as consent to being photographed, filmed, or recorded for use in library publicity materials, on its website, and on its social media sites.

If you do not wish for you or your child to be photographed, please inform library staff prior to each event or program.

C. Patron Photography and Filming in the Library

The library shall permit the use of photographic, digital imaging, or film equipment so long as such use does not interfere with the public’s right to enjoyment of the library for its intended purpose or violate the privacy rights of any user of the library. Amateur and professional photography and video recording in all publicly accessible areas of the library is permitted provided that it does not interfere with library operations.

Patron privacy is protected at Wisconsin libraries by [Wisconsin Statute 43.30 \(1m\)](#). Library circulation records and the right of patrons to use library materials in confidence are also protected under the same state statute. The following items must be adhered to by anyone from the public using photography or filming in the library:

- i. Visitors cannot record images of the materials that patrons are using, including any print and computer resources that patrons are reading, viewing, or browsing.
- ii. Visitors cannot film images of what patrons are checking out at the circulation desk.
- iii. Photography or filming must avoid capturing identifiable likenesses of individuals without permission. All individuals photographing or filming on library property must honor requests of individuals not to be included in photos or films.

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- iv. Photographing or filming of minors is prohibited without the explicit permission of the parent or legal guardian of the child.
- v. Photos/video recording is not allowed in spaces designated as employee only, behind desks or in staff work spaces, nor in other library places that are marked as spaces that are in-use, such as study rooms.
- vi. Filming or photography must not impede or interfere with access to any parts of the library or library materials for patrons.
- vii. Under no circumstances will a person be able to modify or rearrange the property of the library for photographic purposes without first obtaining specific permission from the library staff.
- viii. Special or unique photography equipment shall not be permitted unless explicitly agreed upon by the Library Director.

D. News and Media Photography

The library shall grant access and permission to any media photographer who is recording a news story that directly involves the library and its programs, provided that all library policies are observed. Advanced notice is requested when possible.

E. Library Board Meetings

[Wisconsin Statutes Chapter 19.90](#) of the Open Meetings of Governmental Bodies law grants citizens the right to record or videotape open session meetings, as long as doing so does not disrupt the meeting. The law explicitly states that a governmental body must make a reasonable effort to accommodate anyone who wants to record, film, or photograph an open session meeting, as long as the activity does not interfere with the meeting.

In contrast, the Open Meetings of Governmental Bodies law does not require a governmental body to permit recording of an authorized closed session.

F. Liability

The library accepts no liability for the use of photos or film resulting from the activity of any other person not under the direct supervision of the George Culver Community Library.

Note that any persons filming or photographing on library premises have the sole responsibility for gaining all necessary releases and permission from persons who are filmed, photographed, or imaged. Further, the photographer is solely responsible for ensuring that no copyright infringement occurs while conducting his or her activity. The library undertakes no responsibility for obtaining such releases.

G. Rights of the Library

The George Culver Community Library reserves the right to enforce all of the above provisions at its sole discretion. The library's first priority is fulfilling the mission and policies of the library

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and, as such, the library has the right to terminate the activities of any person which it feels in its sole discretion are inconsistent with its mission or other policies.

All staff of the library are authorized to terminate any photography, filming, or imaging which appears to compromise the safety, security, privacy, and enjoyment of its patrons.